

MINUTES OF THE GENERAL MEETING OF THE BIGFORK COUNTY WATER AND SEWER DISTRICT

The General meeting of the Bigfork County Water and Sewer District was held on June 13, 2018 at the District office. President, Seth Price, presided.

ATTENDEES:

Directors: Lloyd Ross, Gene Helberg, Bob Keenan, Seth Price,
District Employees: Julie Spencer, Mimi Wildeman, Dane Sullivan
Engineering: Jeff Cicon P.E. Morrison Maierle
Public: None

President Price opened the meeting at 7:00 p.m.

READ AND APPROVE MINUTES:

The minutes of the May 2018 General Board Meeting were reviewed for approval. Price called for discussion. Hearing none, a vote was called. Keenan made a motion to approve, Helberg seconded and it was unanimously

RESOLVED, That the Minutes for the May 2018 Board Meeting be approved as submitted.

CONSENT AGENDA

Price asked for discussion or changes to the Consent Agenda hearing none Keenan made a motion to approve, Ross seconded and it was unanimously.

RESOLVED, That the Consent Agenda be approved as submitted.

PUBLIC COMMENT

None

OLD BUSINESS

Operations Report- Price asked if there was any discussion or questions regarding the report. Operator Sullivan presented, there was some discussion. There was discussion in regards to the Trench Box we will need to figure out a rental agreement procedure and cost to contractors. Price asked if there was anything else that needed discussed, hearing none the report was complete.

Engineering update, Jeff Cicon

- *Water Tank & Transmission Line and Access Easement* –Spencer is currently exploring the Districts options to access the tank site from the top of Windsor Ridge.
- *Holt Drive Water Main Extension (Task Order 32)* – Construction of this project has been completed and all retainage released to Sandry Construction. The 11-month warranty inspection will be on April 3, 2019. The record drawings have been delivered to the District.
- *Fire Hall Lane Sewer Easement Update:* - No Update.
- *Blenn Street Services,* - No Update

Wastewater System Improvements

- Wastewater System PER and CIP (*Task Order 33*) – The PER has been completed and application submitted to the MT-DNRC Renewable Resource Grant and Loan Program. The next step will be to prepare the application to the Treasure State Endowment Program (TSEP). We will provide a draft of the TSEP application to Julie for review. The Construction Committee met on May 31 to review the ongoing Capital Improvement Plan, we will incorporate the comments received and send an updated version to Julie. Keenan made a motion to approve Resolution 87 Authorizing TSEP Application, Helberg seconded it was unanimous

RESOLVED, That the authorize Resolutions 87 Authorizing TSEP Application

- Keenan made a motion to approve Resolution 88 Accepting the 2018 Waste Water PER, Helberg seconded it was unanimous

RESOLVED, That the authorize Resolutions 88 Accepting the 2018 Waste Water PER

- Ross made a motion to approve Resolution 89 Accepting the CIP, Keenan seconded it was unanimous

RESOLVED, That the authorize Resolutions 89 Accepting the CIP

Mayport Harbor Pumps- Keenan reported that six hook ups are complete and there will be two more to be connected. The last two will be completed the week of June 18th, due to scheduling with Zavala. Julie will be sending out letters to anyone who has not already connected that the sewer hookup fee waiver will expire on June 9, 2019.

Meter Replacement Project- On going

Renewal of Fire Hydrant Agreement with Bigfork Fire Department- This will be sent to committee consisting of Keenan and Ross they will work with the Fire Department and bring back for approval.

NEW BUSINESS –

- ***Installing 4th Pump in Well*** – the Board gave Spencer the permission to research pricing and purchase the pump. Keenan made a motion to approve, Helberg seconded it was unanimous

RESOLVED, That the authorize purchase of Well Pump #4

2018-2019 Budget – the committee will meet and bring a proposal back to the Board at the July meeting.

COMMITTEE REPORTS

Annexation, Main Extensions & Construction Helberg & Cahill

- TSEP Planning Grant- Update was given in Engineers Report
- Windsor Drive Property- Update was given in Engineers Report
- Pierce Easement - Update was given in Engineers Report Price stated that he would like to set a Goal to have some sort of resolution by August of 2018.

District Investments Price & Ross

- Purchase of Additional CD Investment – We had rollovers and will look at purchasing new ones after Debt Services is paid.

Employee Insurance, Compensation & Certification & Safety Helberg & Keenan

- Safety Policy Update –no Discussion
- Review Wages when the Budget is approved

Pretreatment Regulations Cahill & Price

- Flathead Lake Brewery- Spencer will have the committee review the new permit before sending, there was discussion in regards to the Brewery's request for reducing the amount of test needed per month. The Board decided not to reduce the amounts due to the fact of no consistent data.

Budget & Rate Structure Helberg & Ross

- Replacement Cost of Vehicles and Equipment
- Rental Agreement on Trench Box
- Increase in Rates will be 5% this will begin on August 1, 2018, Keenan made a motion, Ross seconded it was unanimous

RESOLVED, That the Water and Sewer Rates will increase by 5% effective August 1, 2018

Rules & Regulations Cahill & Price

- Committee has received a draft copy of the separation of Water & Sewer Rules and Regulations to Review which will include RV Parks and Hotel (motel) standards.

Farmland..... Helberg, Cahill

- Review of the Contract between the Farmer and District needs to be done
- Irrigation Stops needs to be addressed by Cicon
- Spencer needs to contact Farmer to see if the blower has been installed

COMMUNICATIONS

Hammer's Response Letter Blenn St.
DNRC Letter
2017 Consumer Confidence Report -Posted

ADJOURNMENT

Price called for a motion to adjourn. Keenan moved, Ross seconded and it was unanimously
RESOLVED that the public meeting be adjourned at 8:30 p.m.

Secretary, Mimi Wildeman

Minutes approved by:
President Seth Price